



## Department of Higher Education

Mike DeWine, Governor  
Randy Gardner, Chancellor

### Memorandum

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To: Chief Academic Officers and Provosts

From: Dr. Paula Compton, Associate Vice Chancellor, Ohio Articulation and Transfer Network

Date: June 10, 2022

Subject: Updated/New Career-Technical Assurance Guide (CTAG): Air Transportation

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I am pleased to announce an updated Career-Technical Assurance Guide (CTAG) in the area of Air Transportation. CTAGs facilitate transfer from Ohio's public secondary career-technical institutions to Ohio's public colleges and universities.

This work was completed through the Secondary Career-Technical Alignment Initiative (SCTAI), a collaborative effort between the Ohio Department of Higher Education (ODHE) and the Ohio Department of Education (ODE), which supports the legislative mandates in ORC 3333.162. Postsecondary faculty experts from two-year and four-year institutions across the state developed the postsecondary course learning outcomes, which have been endorsed statewide.

This memo provides an overview of the updates made and addresses expected compliance of postsecondary institutions for **CTAIR001 – Air Transportation** and **CTAIR006 - Uncrewed Aircraft Systems**.

#### **New CTAN: CTAIR006 - Uncrewed Aircraft Systems**

A faculty panel composed of experts from Ohio's two- and four-year public institutions developed a set of statewide learning outcomes that were endorsed by the state. These learning outcomes were also used to develop concurrently an Industry Recognized Credential Transfer Assurance Guide (ITAG) in the area of Uncrewed Aircraft Systems. **A separate memo addressing the ITAG is attached to this email.**

In development of the new CTAN, the panel of faculty experts worked to ensure similar academic content between the secondary and postsecondary levels by examining and providing input into the ODE Technical Content Standards and aligning those standards with postsecondary learning outcomes. A survey was sent to all of Ohio's public colleges and universities for review, comment, and endorsement. Additionally, an End-of-Course examination was created which consists of a written assessment of the endorsed CTAG learning outcomes. The attached assurance guide details the criteria that will provide secondary career-technical students the opportunity to earn credit for the new CTAN.

The Air Transportation CTAG includes the following new course (CTAN): **CTAIR006 - Uncrewed Aircraft Systems**.

Please see the attached CTAG document for course descriptions and identified learning outcomes.

#### **Updated CTAN: CTAIR001 - Air Transportation**

Upon a review of the Air Transportation Pathway courses taught in the secondary level, faculty experts determined that secondary students would need to complete two courses, rather than just one, in order to meet the learning outcomes endorsed by the state for the Air Transportation CTAN. The attached



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assurance guide details the criteria that will provide secondary career-technical students and Ohio Technical Center students the opportunity to earn credit for the approved CTAN.

### Previous Alignment

CTAN	ODE Course
CTAIR001 - Air Transportation	177020 Aviation Airport Management

### Updated Alignment

CTAN	ODE Course
CTAIR001 - Air Transportation	177020 Aviation Airport Management <b>and</b> 177013 Aviation

### Compliance Expectations

As the Air Transportation: Uncrewed Aircraft Systems CTAN and ITAG share a common set of learning outcomes, institutions will not need to submit courses for approval for both initiatives separately.

Courses should be submitted in the Course Equivalency Management System (CEMS) through the CTAG approval process. The CTAG compliance report, which lists courses that were identified by faculty in the survey process as those that align to the CTAG course learning outcomes, can be found on [this page](#).

**All courses that are approved for the Uncrewed Aircraft Systems CTAN (CTAIR006) will automatically be approved for the Uncrewed Aircraft Systems ITAG (ITAIR006).**

We encourage institutions with a course aligned to the Uncrewed Aircraft Systems CTAN and ITAG to submit it for statewide approval as soon as possible to ensure that students are guaranteed to earn transfer credit at your institution for this high-demand area.

Updates to CTAIR001 do not impact current postsecondary approvals or compliance expectations.

For questions about course equivalency and institutional compliance expectations for the Uncrewed Aircraft Systems CTAN and ITAG, please contact Ben Parrot, Senior Associate Director Secondary of Career-Technical Alignment Initiative (SCTAI) Implementation, at [BParrot@highered.ohio.gov](mailto:BParrot@highered.ohio.gov).

### Faculty Review Panel

A faculty panel will be composed to conduct reviews for courses submitted through CEMS. If you are aware of a faculty member who could potentially serve as a panel member for the Air Transportation CTAG/ITAG course equivalency review process, please follow the link to submit your nomination: <https://www.surveymonkey.com/r/DZXKZT6>

I would like to thank all of those involved in this process for their dedication and support.

If you have any questions regarding the CTAG, please contact Kristi Conrad, Senior Associate Director of Secondary Career Technical Alignment Initiatives (SCTAI), at [KConrad@highered.ohio.gov](mailto:KConrad@highered.ohio.gov).